

**A RESOLUTION
BY FINANCE EXECUTIVE COMMITTEE**

A RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER TO OBTAIN FEDERAL TAX IDENTIFICATION NUMBERS, EMPLOYER IDENTIFICATION NUMBERS OR SOCIAL SECURITY NUMBERS FROM CUSTOMERS ENGAGED IN BUSINESS WITH THE CITY OF ATLANTA, TO FACILITATE IMPLEMENTATION OF THE CITY ENTERPRISE RESOURCE PLANNING SYSTEM; AND FOR OTHER PURPOSES.

WHEREAS, the Enterprise Resource Planning ("ERP") system will provide greater financial controls for the City of Atlanta ("City"); and

WHEREAS, the ERP system will utilize superior information technology that will result in more efficient business workflows by linking data across City departments; and

WHEREAS, the Federal Tax Identification Numbers are important to the proposed integration of the Accounts Receivable and Advanced Collection modules of the ERP system; and

WHEREAS, the City of Atlanta recognizes that Federal Tax Identification Numbers in the form of Employer Identification Numbers, Social Security Numbers, or other federally issued tax identification numbers are the most unique identifiers; and

WHEREAS, for the purpose of preventing duplicate customers in the ERP system, the Department of Revenue requests that the Federal Tax Identification Numbers in the form of Employer Identification Numbers and Social Security Numbers be obtained from all entities conducting business with the City of Atlanta.

THE CITY COUNCIL OF THE CITY OF ATLANTA, GEORGIA HEREBY RESOLVES, that the Chief Financial Officer is hereby authorized to request Federal Tax Identification Numbers in the form of Employer Identification Numbers, Social Security Numbers, or other federally issued tax identification numbers from customers engaged in business with the City of Atlanta.

Part II: Legislative White Paper: (This portion of the Legislative Request Form will be shared with City Council members and staff)

A. To be completed by Legislative Counsel:

Committee of Purview: Finance/ Executive

Caption: A RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER TO OBTAIN FEDERAL TAX IDENTIFICATION NUMBERS, EMPLOYER IDENTIFICATION NUMBERS OR SOCIAL SECURITY NUMBERS FROM CUSTOMERS ENGAGED IN BUSINESS WITH THE CITY OF ATLANTA, TO FACILITATE IMPLEMENTATION OF THE CITY ENTERPRISE RESOURCE PLANNING SYSTEM; AND FOR OTHER PURPOSES.

Council Meeting Date: December 4, 2006

Requesting Dept.: Finance

B. To be completed by the department:

1. Please provide a summary of the purpose of this legislation (Justification Statement).

The purpose of this legislation is to obtain authorization for the Chief Financial Officer to obtain sensitive information such as tax ID numbers, Employer Identification Numbers or Social Security Numbers from customers engaged in business with the City of Atlanta in order to facilitate the implementation of the City's Enterprise Resource Planning System.

2. Please provide background information regarding this legislation.

The City plans to move forward in providing greater financial controls and there needs to be in place a provision for the proposed integration of Accounts Receivables and Advanced Collection modules for the implementation of the City's Enterprise Resource Planning System.

3. If Applicable/Known:

(a) Contract Type (e.g. Professional Services, Construction Agreement, etc):

- (b) Source Selection: n/a
- (c) Bids/Proposals Due: n/a
- (d) Invitations Issued: n/a
- (e) Number of Bids: n/a
- (f) Proposals Received: n/a
- (g) Bidders/Proponents: n/a
- (h) Term of Contract: n/a

4. Fund Account Center: n/a

5. Source of Funds: *Example: Local Assistance Grant* n/a

6. Fiscal Impact: n/a

7. Method of Cost Recovery:

This Legislative Request Form Was Prepared By: Margaret A. Crenshaw

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: GREG PRIDGEON

Legislative Counsel (Signature): Simone D. Brathwaite

[Signature]

Contact Number: x 6310

Originating Department: Department Finance

Committee(s) of Purview: Finance/ Executive

Council Deadline: November 13, 2006

Committee Meeting Date(s): November 28-29, 2006 Full Council Date: December 4, 2006.

Commissioner Signature ^{OK} [Signature] Janice D. Davis/mas

CAPTION

A RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER TO OBTAIN FEDERAL TAX IDENTIFICATION NUMBERS, EMPLOYER IDENTIFICATION NUMBERS OR SOCIAL SECURITY NUMBERS FROM CUSTOMERS ENGAGED IN BUSINESS WITH THE CITY OF ATLANTA, TO FACILITATE IMPLEMENTATION OF THE CITY ENTERPRISE RESOURCE PLANNING SYSTEM; AND FOR OTHER PURPOSES.

FINANCIAL IMPACT:

Mayor's Staff Only

Received by Mayor's Office:

11/14/06
(date)

Reviewed by:

[Signature]
(date)

Submitted to Council:

11/17/06
(date)